

Marine Personnel Specialist Baltimore, MD

<https://jobs-te.icims.com/jobs/63491/marine-personnel-specialist/job?mode=view>

TE Connectivity (NYSE: TEL) is a \$14 billion global technology leader. Our connectivity and sensor solutions are essential in today's increasingly connected world. We collaborate with engineers to transform their concepts into creations – redefining what's possible using intelligent, efficient and high-performing TE products and solutions proven in harsh environments. Our 80,000 people, including 7,500 design engineers, partner with customers in over 150 countries across a wide range of industries. We believe EVERY CONNECTION COUNTS – www.TE.com.

SubCom, a TE Connectivity Limited Company, is an industry leading supplier of undersea communications systems and services. The talented employees and management team in our research and development laboratories, manufacturing facilities, ships, and depots have produced over 490,000 kilometers of undersea cable in over 100 undersea fiber optic systems that are serving communications requirements around the world. Our unmatched experience means that SubCom can implement leading edge solutions and network upgrades with unsurpassed reliability that meet our customers' needs from system conception and design to ongoing maintenance.

TE SubCom seeks a Marine Personnel Specialist for the Baltimore, MD location. This position will report directly to the Sr. Manager, Marine Personnel.

Responsibilities:

- Maintain detailed personnel records and ensure they are updated/renewed in a timely manner
- Establish and maintain a crew list of personnel based on vessel operational status
- Become authorized Filing Agent for TCSC on behalf of the Republic of the Marshall Islands. File Marshall Islands applications based on USCG Merchant Mariner credentials to obtain a Marshall Islands License for Officers and to obtain a Marshall Islands Seafarers Identification and Record Book for Officers and Unlicensed Personnel
- Schedule annual physicals via National Medical Systems website for all personnel to join the vessel
- Coordinate specimen collection for Random Chemical Testing Program, including appropriate follow up actions in accordance with maritime law and union agreements
- Coordinate random drug testing for all vessels, including appropriate follow up actions in accordance with maritime law and union agreements
- Assist in resolving disputes between vessel personnel and maritime union representatives
- Support training needs for personnel
- Attend job fairs at various maritime colleges to recruit officers for future employment
- Interact with maritime union representatives to recruit qualified Licensed and Unlicensed personnel to support fleet/vessel project readiness
- Coordinate personnel allocation with Fleet Operations to ensure optimum mission readiness
- Actualize company initiatives to improve efficiency and productivity.

Qualifications:

- Excellent interpersonal, written and verbal communication skills
- Able to manage fast paced, dynamic environment and make decisions
- Demonstrated organizational skills with emphasis on standardization, attention to detail, and efficiency
- Strong computer proficiency in MS Office applications including Word, Excel, and Power Point.